

**Clermont County
Transportation Improvement District
Board of Trustees Meeting**

Minutes of the Regular Meeting
Friday, January 8, 2010

A. Call to Order

The Regular Meeting of the Clermont County Transportation Improvement District (CCTID) Board of Trustees was called to order at 9:09 AM, Friday, January 8, 2010, at the Miami Township Civic Center, 6101 Meijer Drive, Miami Township, Ohio 45150.

Attendees:

Board Members: David L. Spinney, Chair
Pat Manger, Vice Chair
Steve Wharton, Secretary/Treasurer
Larry Fronk, Member
David Duckworth, Member
Joe Uecker, State Representative

Other Guests:

Karen Swartz, Commissioners Office
Andy Johns, Planning Department
Ed Humphrey, Commissioner
John Offenberger, Northwest Consultants
Erin Peterson, ME
Loretta Rokey, Milford
Steven Shadix, Entran
Rusty Schuermann, Legal Counsel
Heather Turpin, CTL Engineering
Craig Stephenson, CCEO
Wayne Bastin, Bastin & Company
Andy Brossart, 5/3
Jeff Wallace, Parson Brinkerhoff
Steve Bergman, HDR
Hank Fedders, KZR
Jeff Wright, Miami Township

Ron Roberts, Roberts Engineering
Tom Yeager, Water Resources
Jennifer Kunz, TEC Engineering
Eric Kistner, Stantec
Dennis Jennings, Palmer
Scot Lahrmer, Commissioners Office
Karl Schultz, Miami Township
Michelle Terrell, Transystems
Katie Dillenburg, Bayer Becker
Joe Mellman, Resource International
Bob Koehler, OKI
Kathy Carsey, B&N
Brian Forschner, Forschner
Kellie Geist, Milford Advertiser
Andy Shahan, LJB Inc.

B. Approval of Minutes

Motion by Mr. Fronk, seconded by Mr. Manger, to approve the minutes of the December 11, 2009 Regular Meeting of the Clermont County Transportation Improvement District, as submitted, upon roll call vote carried with members present voting aye.

C. 2010 Reorganization

1. Election of Officers

Chair - Upon call for nominations of officers of the Clermont County Transportation Improvement District, Mr. Manger moved that David Spinney serve in the position of Chairman, seconded by Mr. Fronk, upon roll call vote carried with all members present voting aye thereon.

Vice Chair - Upon call for nominations of officers of the Clermont County Transportation Improvement District, Mr. Fronk moved that Pat Manger serve in the position of Vice Chairman, seconded by Mr. Duckworth, upon roll call vote carried with all members present voting aye thereon.

Secretary-Treasurer - Upon call for nominations of officers of the Clermont County Transportation Improvement District, Mr. Duckworth moved that Steve Wharton serve in the position of Secretary-Treasurer, seconded by Mr. Spinney, upon roll call vote carried with all members present voting aye thereon.

2. Committee Appointments by Chairman – Mr. Spinney made the following appointments as provided by the Clermont County Transportation Improvement District By-Laws:

Finance Committee

David Duckworth
Pat Manger

Operations Committee

Larry Fronk
Pat Manger

3. Designation of OKI Intermodal Coordinating Committee (ICC)

Larry Fronk
Steve Wharton (Alternate)

D. Transportation Improvement Projects Progress Updates

- 1. OKI/ICC Update** – Mr. Fronk advised that the ICC Committee will meet next week. Mr. Fronk noted that the key issues pending for Clermont County are the location of the 3C rail station and impact on the Oasis Rail Line. Bob Koehler, OKI, noted that a public hearing on 3C rail development will be held on Monday. Mr. Koehler advised that another stimulus package is projected to come out soon with very strict time lines requiring a secured contract within 90 days and suggested that jurisdictions get their projects prepared for this round of funding.
- 2. Eastern Corridor TDM** – Mr. Wharton noted HNTB has completed the updates for the Eastern Corridor Baseline TDM and reviewed the monthly progress of that work.
- 3. Eastern Corridor Segment IVa** – Pat Manger reported that comments were due this week for the scope. Mr. Manger reviewed and didn't have any additional comments. The project should be able to move forward in April.
- 4. IR-275/SR 32 Interchange** – Mr. Wharton advised that the design is moving forward and that ODOT staff are proceeding with full-take right-of-way acquisition.
- 5. Eastgate North Frontage Road** – Steve Shadix, Entran, reported that the Stage 3 comments from ODOT are being incorporated into final plans. Mr. Shadix advised that he is coordinating with ODOT on the right-of-way and the signal support issue is being resolved. Mr. Duckworth noted that the additional project costs for esthetic improvements, such as street lights, will be paid for by Union Township. Mr. Wharton advised that the TID will be funding the right-of-way appraisal. Mr. Duckworth advised that the Jackson Square intersection with SR 32 needs to be vacated. He suggested the sooner the better due to safety issues at the intersection. Craig Stephenson will follow up on the fence maintenance issues within the project area.
- 6. Wolfpen-Pleasant Hill Road Improvements** – Pat Manger reported design is complete. Craig Stephenson reported that right-of-way appraisal work is 90% complete and on schedule. Mr. Stephenson noted that utility relocation cost containment continues to be challenging. The project team will meet again to finalize the utility relocation and project cost schedule.
- 7. Business 28 - Phase 1 Improvements** – Kathy Carsey, B&N, advised that the right-of-way design should be finalized in two weeks. Craig Stephenson reported that the deadline for Stage 3 submittals is March 23. Mr. Wharton noted that right-of-way settlements are progressing in a timely manner, and noted that final curb cut locations will be evaluated during right-of-way settlement discussions to allow for final design.

8. **SR 28 (I-275 to Castleberry)** – Andy Shahan, LJB, reported that the environmental documents were approved and signed by ODOT in November. Stage 3 plans were also submitted in November to ODOT. Utility plans are currently being drafted and the water main will be relocated as planned. Craig Stephenson noted the need to proceed with property title and appraisal work.
9. **Clough Pike Improvements** – Craig Stephenson, CCEO, reported Stage 1 plan comments were reviewed. The project team eliminated the storm sewer outputs as previously reported. Mr. Stephenson advised that there maybe buried tanks within the project area that could impact the final location of storm sewer in the project area.
10. **Stonelick-Williams Corner Covered Bridge** – Craig Stephenson reported that ODOT has approved the Smolen contract for Phase I Design and Step 4. The consultant will be waiting on environmental clearance to proceed with Step 5. Mr. Wharton noted an issue with the 106 construction process that will require further attention prior to getting the environmental work finalized.
11. **US 50 Improvements** – Craig Stephenson reported that right-of-way clearance has been submitted for final review. The vacant structures are scheduled for demolition and the project should go out to bid in March.
12. **SR 32 East** – Steve Wharton noted the action under new business for a change order with ME to address the interchange spacing on SR 32. The additional work will evaluate options for split interchanges and solutions with interchanges to satisfy ODOT. Mr. Wharton noted that these improvements are necessary to address the corridor and further planned development.
13. **Tina Drive Extension** – Steve Wharton advised that the project is on schedule with a public involvement meeting to be scheduled in February.
14. **Aicholtz Connector** – Steve Shadix, Entran, reported that the public comment period has ended and that they are wrapping up the technical memo development and criteria to forward to ODOT next week. Mr. Wharton noted that HNTB has submitted the certified traffic for the project. Mr. Wharton requested a copy of the public comments summary.
15. **SR450 Improvements** – Erin Peterson, M•E Companies, reported that updated plans will be submitted to ODOT. Environmental field work will start next week. Mr. Wharton noted that the open space issues need to be resolved.
16. **US50/SR131 & Milford Parkway/Chamber Drive** – Katie Dillenburger, Bayer Becker, reported that the project is moving along well but, they need information from the City of Milford relative to repairs on the bridge. Mr. Wharton requested that Steve Bergman with HDR be on the communications list for discussion relative to rail development in the project area.
17. **ITS Development** – Mr. Wharton stated there were no updates at this time and the County will be discussing broadband issues next week. Mr. Wharton noted that GSP sent a good overview of strategic ITS Development that will be useful to the TID.

LET THE RECORD SHOW: Representative Uecker addressed the Board and provided an update of action at the Statehouse. Representative Uecker noted that the legislators passed 13 bills in 2009 with a lot more bills pending. The focus for the legislators in 2010 will be the Third Frontier, a Budget correction bill and issues relating to the Casinos. The TIA legislation, House Bill 166, was reported out of committee in December.

E. Financial Items

LET THE RECORD SHOW: Mr. Wharton reviewed the recommended 2010 Operational Budget. He outlined the anticipated revenues for the CCTID, including anticipated state and federal funding and reviewed the projected expenses including professional service contracts and operational costs. Mr. Wharton suggested a work session to review the current planned construction projects and future financing needs.

Andy Brossart, 5/3, outlined details of the proposed 2010 bond issue and the allocation amount. Bond Counsel is on schedule for Board action in March. Mr. Spinney suggested the Finance Committee needs to review the underwriter information. Mr. Wharton noted that we may need to revise the Intergovernmental agreements to clarify how debt repayment is further secured. Mr. Brossart noted that this is a new requirement due to tightening of the financial markets. Rusty Schuermann, Legal Counsel, noted that there are minor amendments being contemplated for the intergovernmental agreements.

- 1. Monthly Financial Report** - Mr. Wharton reviewed the financial report and checks written.

Motion by Mr. Duckworth, seconded by Mr. Fronk, to accept the monthly financial report as submitted, upon roll call, vote, carried with members present voting aye.

F. New Business

- 1. Amendment, restatement and ratification of the Regional Transportation Improvement Program (RTIP), dated January 2010, identifying the projects established, implemented, coordinated, managed and/or constructed by the Clermont County TID.**

Motion by Mr. Duckworth, seconded by Mr. Manger, to Amendment, restatement and ratification of the Regional Transportation Improvement Program (RTIP), dated January 2010, identifying the projects established, implemented, coordinated, managed and/or constructed by the Clermont County TID, as submitted, and upon roll call vote, carried with members present voting aye.

- 2. Acceptance of the Board of Clermont County Commissioners allocation of the Clermont County Recovery Zone Economic Development Bond volume cap of \$5,927,000, as provided in IRS Notice 2009-50, to the Clermont County Transportation Improvement District.**

Motion by Mr. Duckworth, seconded by Mr. Fronk, for Acceptance of the Board of Clermont County Commissioners allocation of the Clermont County Recovery Zone Economic Development Bond volume cap of \$5,927,000, as provided in IRS Notice 2009-50, to the Clermont County Transportation Improvement District, as submitted, and upon roll call vote, carried with members present voting aye.

- 3. Adoption of Resolution No. 2010-01, A Declaration of Official Intent With Respect To Reimbursement Of Temporary Advances Made For Capital Expenditures To Be Made From Subsequent Borrowings With Respect To The Issuance Of \$5,927,000 Clermont County Recovery Zone Economic Development Bonds By The Clermont County Transportation Improvement District.**

Motion by Mr. Duckworth, seconded by Mr. Manger, to Adopt Resolution No. 2010-01, A Declaration of Official Intent With Respect To Reimbursement Of Temporary Advances Made For Capital Expenditures To Be Made From Subsequent Borrowings With Respect To The Issuance Of \$5,927,000 Clermont County Recovery Zone Economic Development

Bonds By The Clermont County Transportation Improvement District, as submitted, and upon roll call vote, carried with members present voting aye.

- 4. Authorization for the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to execute Consultant Agreement 2010-01 with Roberts Engineering Inc. in an amount not to exceed \$34,494 for the US50-SR 450/Eastman Drive Improvements (PID 90050).**

Motion by Mr. Manger, seconded by Mr. Fronk, to Authorize the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to execute Consultant Agreement 2010-01 with Roberts Engineering Inc. in an amount not to exceed \$34,494 for the US50-SR 450/Eastman Drive Improvements (PID 90050), as submitted, and upon roll call vote, carried with members present voting aye.

- 5. Authorization for the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to execute Change Order No. 08 to Consultant Agreement 2007-01 with M•E Companies for the Strategic Plan for Access Improvements, SR 32 Corridor East, PID Nos. 82586, 82587, 82588, 82589, 82590 and related improvements, increasing the contract amount by \$41,553, with no attendant adjustment to contract time.**

Motion by Mr. Duckworth, seconded by Mr. Manger, to Authorize the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to execute Change Order No. 08 to Consultant Agreement 2007-01 with M•E Companies for the Strategic Plan for Access Improvements, SR 32 Corridor East, PID Nos. 82586, 82587, 82588, 82589, 82590 and related improvements, increasing the contract amount by \$41,553, with no attendant adjustment to contract time, as submitted, and upon roll call vote, carried with members present voting aye.

- 6. Authorization for the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to retain, pursuant to Ohio Revised Code Section 5540.03 (A)(9), the legal firm of Carpenter, Lipps and Leland LLP for consulting and professional services, including program management advice and counsel on matters relating to CCTID transportation and related infrastructure development, implementation and funding in an amount not to exceed \$55,000.**

Motion by Mr. Manger, seconded by Mr. Fronk, to Authorize the Secretary-Treasurer, in consultation with CCTID Legal Counsel, to retain, pursuant to Ohio Revised Code Section 5540.03 (A)(9), the legal firm of Carpenter, Lipps and Leland LLP for consulting and professional services, including program management advice and counsel on matters relating to CCTID transportation and related infrastructure development, implementation and funding in an amount not to exceed \$55,000, as submitted, and upon roll call vote, carried with members present voting aye.


G. Upcoming Meeting Schedule

Next Regular meeting: February 12, 2010 at 9:00 A.M.
Clermont County Engineer's Office
2381 Clermont Center Drive
Batavia, OH 45103

H. Adjournment

*Motion by Mr. Duckworth, seconded by Mr. Manger, to adjourn the meeting of the
Clermont County TID, upon roll call vote carried with all members present voting aye.*

Approved at a regularly scheduled meeting of the Board of Trustees of the Clermont County
Transportation Improvement District, Clermont County, Ohio, this 12th day of February, 2010.


Clermont County Transportation Improvement District
Chair

Attest:


Clermont County Transportation Improvement District
Secretary-Treasurer

Motion to Approve: Manger

Seconded by: Wharton